

Rental deposit back sample letter with deadline and legal basis

The dotted lines are blanks — fill in your own details.

Release of the rental deposit, _____

Dear Sir or Madam,

The tenancy at the above address ended on _____. The flat was handed back in proper order and I have no outstanding claims.

I request that you confirm in writing, by _____ at the latest, the release of my rental deposit of CHF _____ held at _____ (deposit account _____), so that the bank pays out the amount together with the accrued interest.

I note that, under Art. 257e para. 3 CO, the bank returns the deposit one year after the end of the tenancy even without your consent, provided no claim (debt enforcement, lawsuit or conciliation) has been raised by then. In the interest of a swift and simple settlement, I ask you to proceed with the joint release within the stated deadline.

Thank you for your confirmation.

Kind regards,
